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## **FAQs on the IMIS Web Portal**

The purpose of this document is to answer frequently asked questions regarding electronic reporting of pseudoephedrine (PSE) sales utilizing the Indiana State Police (ISP) Indiana Meth Investigation System (IMIS) Pharmacy Web Portal.

**What is the Pharmacy Web Portal?** The Pharmacy Portal is simply a secure web-based system that enables the safe and secure electronic transfer of records between the pharmacy and IMIS.

**How much does the Pharmacy Portal cost to use?** \$0.00. There are no fees charged by ISP for using the Pharmacy Portal. There are no startup fees, no annual or maintenance fees, no hardware requirements, or software purchases to be made. The only requirement for using the Pharmacy Portal is an internet connection.

**Will the pharmacy still have to keep a written log for purchases?** No. The electronic log the pharmacy completes on-line will take the place of the written one. The pharmacy will only have to maintain the signature for the customer making the (PSE) purchase. Both federal and state law allow for the electronic submission of the information.

**Is it legal to put the sale information on-line and keep the signature in a written form?** Yes. The Methamphetamine Production Prevention Act of 2008 was designed for this specific purpose. Like the written records, this information is not accessible to the general public. Access is limited to those authorized by law. ISP links the written signature to the electronic record by using a Transaction ID number. This number is determined by the pharmacy and entered on-line into the Pharmacy Portal and recorded on the written signature log. The Pharmacy can accomplish this electronically if they are equipped with an electronic signature device.

**How does the Web Portal work?** Pharmacies are provided access to a secure, web-based portal. They enter the sales information into the portal and have the customer sign the Signature Log.

**How does the pharmacy know if the customer has exceeded purchase limits?** The Pharmacy Portal will let you know immediately if the customer has exceeded daily or monthly limits at your store or company.

**What if my pharmacy point of sale system (POS) has the capability to capture all of the purchase information?** The pharmacy can contact their POS vendor and tell them to modify their system to send the sales data electronically. This will eliminate the need for any written logs as long as the POS had a signature capture device included.

**Is the Pharmacy Portal faster than filling out a paper log?** Yes. It will take slightly less time to complete the on-line entry into the portal. The advantage to using the portal is that it is less disruptive, pharmacies no longer need to copy logs for law enforcement, customer's information is protected from would-be identity thieves and the portal is an excellent tool for law enforcement in stopping "smurfs" from completing their rounds.

**Why should a pharmacy use the portal instead of maintaining the paper log?** Because the Pharmacy Portal is the most efficient way to maintain the purchase logs for stores that do not have the capability to create an electronic system. It is also the best way to partner with law enforcement to stop meth offenders in our communities.

**What if I have other questions?** For additional information or further explanation about the Pharmacy Portal, please call First Sergeant Niki Crawford at 317-234-4591, 1-877-MSS-METH, or email at [ncrawford@isp.in.gov](mailto:ncrawford@isp.in.gov).